

IDAHO BOARD OF MORTICIANS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 1/10/2017

BOARD MEMBERS PRESENT: James H Opdahl - Chair
Debbie C Mikesell

BOARD MEMBERS ABSENT: James R. Sommer

BUREAU STAFF: Tana Cory, Bureau Chief
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Mitchell Toryanski, Legal Counsel
Eric Nelson, Board Prosecutor
Dicsie Gullick, Board Specialist

OTHERS PRESENT: Ed Robertson, Licensed Mortician

The meeting was called to order at 9:08 AM MST by James H Opdahl.

APPROVAL OF MINUTES

Ms. Mikesell made a motion to approve the minutes of July 12, 2016 and November 4, 2016. It was seconded by Mr. Opdahl. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that the temporary/proposed rule put in place after legislation passed last year has been submitted to the Legislature this year as a pending rule. She went over the change to the proposed law regarding inactive licenses and said that it would be heard in the House Business Committee. The hearing has not been scheduled yet and the Bureau will send out emails when it is scheduled.

FINANCIAL REPORT

Ms. Cory gave the financial report, which indicated that the Board had a cash balance of \$29,724.01 as of 12/31/2016.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case number MOR-2017-1. Ms. Mikesell made a motion to close MOR-2017-1 with a warning letter. It was seconded by Mr. Opdahl. Motion carried.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Ms. Mikesell made a motion to approve the Bureau's recommendation and authorize closure in case I-MOR-2016-5. It was seconded by Mr. Opdahl. Motion carried.

OLD BUSINESS

To Do List – The Board reviewed the to do list and no action was taken.

NEW BUSINESS

NEXT MEETING was scheduled for July 11, 2017 at 9:00 am MST.

ISSUANCE OF CERTIFICATES OF AUTHORITY

The Board reviewed and discussed the law regarding Certificates of Authority and no action was taken.

POSSIBLE LAW CHANGES FOR 2018

The Board discussed the current laws and rules regarding inspections and the Board's inspection form. The Board requested Mr. Ellsworth review the laws and rules for possible changes that can be made. Ms. Mikesell made a motion for the Chair to work with Bureau staff to come up with specific criteria for inspections. It was seconded by Mr. Opdahl. Motion carried.

The Board discussed the law regarding education requirements and directed Ms. Gullick and Mr. Ellsworth to work with the Chair to propose recommendations.

EXAMINATION LETTER

The Board discussed the proposed Examination Letter. Ms. Mikesell made a motion to adopt the examination letter. It was seconded by Mr. Opdahl. Motion carried.

CORRESPONDENCE

The Board reviewed correspondence from Ms. Sparkman with The Conference regarding the new secure platform for submission of SBE/LRR eligibilities. Ms. Mikesell made a motion for Ms. Gullick to work with the Chair and The Conference regarding the access proposal. It was seconded by Mr. Opdahl. Motion carried.

The Board reviewed correspondence from Mr. Malcom regarding inactive licenses. Ms. Mikesell made a motion for Ms. Gullick to work with the Chair and draft a response. It was seconded by Mr. Opdahl. Motion carried.

The Board reviewed correspondence from Mr. Robertson, who was present at the meeting, and was able to respond to his correspondence.

The Board reviewed correspondence from the Federal Trade Commission regarding changes to the Funeral Rule. Ms. Mikesell made a motion to update the Board's website in regard to the FTC Funeral Rule. It was seconded by Mr. Opdahl. Motion carried.

The Board reviewed correspondence from The Conference regarding continuing education units available for attendance at the Annual Meeting. No action was taken.

The Board reviewed correspondence from The Conference regarding cryonics. Ms. Mikesell made a motion to have Ms. Gullick and Mr. Ellsworth to draft a response. It was seconded by Mr. Opdahl. Motion carried.

The Board reviewed correspondence from Mr. Tew regarding the proposed rule relating to inactive licenses. No action was taken.

EXECUTIVE SESSION

Ms. Mikesell made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials and licensing examinations. It was seconded by Mr. Opdahl. The vote was: Ms. Mikesell, aye; and Mr. Opdahl, aye. Motion carried.

Ms. Mikesell made a motion to come out of executive session. It was seconded by Mr. Opdahl. The vote was: Ms. Mikesell, aye; and Mr. Opdahl, aye. Motion carried.

APPLICATIONS

Ms. Mikesell made a motion to approve for examination the following applications:

MORA-1447 Cheryl Darlene Godbout
MORA-1440 Rod C Timmons
MORA-1438 Jacob Garn

Also to approve pending inspection the following applications:

FEA-1448 Jones & Casey Funeral Home
CREA-1444 Farnsworth Mortuary & Crematory
FEA-1445 Farnsworth Mortuary & Crematory
FEA-1449 Heikkila-Carver Funeral Home

It was seconded by Mr. Opdahl. Motion carried.

Ms. Mikesell made a motion to approve Mortician and Funeral Director exams with discussed changes. It was seconded by Mr. Opdahl. Motion carried.

Ms. Mikesell made a motion to deny Mr. Lassiter's request to resume status as a resident trainee. It was seconded by Mr. Opdahl. Motion carried.

Ms. Mikesell made a motion to deny Mr. Robertson's request for exception to complete continuing education for this year.

CE COURSES

The following courses from CANAS 2017 Cremation Symposium were approved by the Board Chair:

SQUARE PEG AND ROUND HOLE: ADVERTISING AND THE NEW CREMATION CUSTOMER TRENDS	1.5 HOURS
BEST PRACTICES FOR THE "ACCIDENTAL" EVENT PLANNERS	2 HOURS
CREATING A SUSTAINABLE VENUE THAT ATTRACTS THE PUBLIC	1 HOUR
CREMATION PR TOOLKIT – RAISING YOUR BUSINESS VISABILITY	.5 HOURS
ROUNDTABLES WITH A TWIST	1 HOUR
SHARING LIFE BY DESIGN: A FUNERAL ARRANGERS GUIDE TO RELEVANT EXPERIENCES	1 HOUR
USING COMMUNITY OUTREACH AS A COMMUNICATION AND PR TOOL	1.5 HOURS
CANAS 2017 CREMATION SYMPOSIUM	1.5 HOURS

ADJOURNMENT

Ms. Mikesell made a motion to adjourn the meeting at 1:00 PM MST. It was seconded by Mr. Opdahl. Motion carried.

James H Opdahl, Chair

Debbie C Mikesell

James R. Sommer

Tana Cory, Bureau Chief